



## Associate Oil and Gas Engineer

Class Code - 3783 – Exam Code – 5PB13

Department(s): Department of Conservation  
Opening Date: May 29, 2015  
Final Filing Date: Continuous Filing  
Type of Examination: Open  
Salary: \$8,115.00 – \$10,155.00

### EQUAL EMPLOYMENT OPPORTUNITY

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right of family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

### DRUG-FREE STATEMENT

It is an objective of the State of California to achieve a drug-free State work place. Any applicant for State employment will be expected to behave in accordance with this objective, because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

### WHO SHOULD APPLY?

Applicants who meet the Minimum Qualifications as stated on this bulletin may apply for and take this Training and Experience Evaluation online at any time. Once you have taken the Training and Experience Evaluation, you may not retake it for 12 months.

If you require special testing arrangements due to a verified disability, medical condition or religious accommodation, you will be able to request a reasonable accommodation during the exam filing process.

If you have any questions, please contact the:

California Department of Human Resources' Contact Center at 1-866-844-8671

OR

California Relay Service at 7-1-1

Telecommunications Device for the Deaf (TTY) at (916) 654-6336\*

(\*) TTY is a telecommunications device that is reachable only from telephones equipped with a TTY device.

An open, merged eligible list will be established by the California Department of Human Resources for use by the participating departments listed on this bulletin. The names of successful competitors will be merged onto the eligible list in order of final score regardless of test date. Eligibility expires 12 months after it is established. Competitors must then retake the Training and Experience Evaluation to reestablish eligibility.

Once you have taken the Training and Experience Evaluation, you may not retake it for 12 months.

**NOTE:** All applicants must meet the education and/or experience requirements as stated on this examination bulletin as of the date the exam is taken.

### **Minimum Qualifications**

#### **All Levels:**

Possession of a [valid driver license](#) of the appropriate class issued by the Department of Motor Vehicles. (Applicants who do not possess the license will be admitted into the examination but must secure the license prior to appointment.)

#### **Associate Oil and Gas Engineer**

#### **EITHER I**

Experience: One year of experience in the California state service performing the duties of an Energy and Mineral Resources Engineer, Range C. (Applicants who have completed six months of service performing the duties of an Energy and Mineral Resources Engineer, Range C, will be admitted to the examination, but they must satisfactorily complete one year of this experience before they can be eligible for appointment.)

#### **OR II**

Experience: Four years of [progressively responsible experience](#) as a [professional engineer](#) or [geologist](#) in [oil, gas, or geothermal resource drilling](#) or [production operations](#), or in the [technical inspection](#) of such operations, exploration, or development work. (A graduate degree in petroleum engineering, geology, or a closely related field of engineering may be substituted for two years of required non-specialized experience.) and

Education: Equivalent to graduation from college with major work in petroleum engineering, geology, or a closely related field. (Registration as a senior in a recognized college will admit applicants to the examination, but they must produce evidence of graduation before they can be appointed.)

This is the journey level. Incumbents independently perform assignments that require a high degree of skill in hydrocarbon or geothermal technology, difficult engineering work, including the technical evaluation of proposed oil, gas, and geothermal projects, and well operations to determine possible hazards to life, health, property, and natural resources; monitor and investigate the legality and advisability of proposed operations; prepare technical and legal directives, and advise operators of preventive or corrective actions required for compliance with protection or conservation laws and sound engineering practices; prepare permits documenting technical requirements for operation; conduct complex studies of operations and reservoirs; make complex calculations, such as oil and gas reserve calculations; prepare and interpret complex technical data, maps, and statistics; write reports on investigations and studies for publication or regulatory use; may direct and review the work of other engineers and technicians in a lead capacity; may witness well tests and perform field inspections; and may make presentations on division programs before various groups.

### **TRAINING AND EXPERIENCE EVALUATION – Weighted 100%**

The examination will consist solely of a Training and Experience Evaluation. To obtain a position on the eligible list, a minimum score of 70% must be received. An applicant will receive his/her score upon completion of the Training and Experience Evaluation process.

[Click here to preview the Training and Experience Evaluation.](#)

Knowledge of:

1. Principles, methods, equipment, and terminology of petroleum engineering and geology.
2. Methods and equipment used in drilling, maintaining, and operating oil, gas, and geothermal wells.
3. California laws and regulations concerning the drilling, maintenance, operations, and abandonment of oil, gas, and geothermal wells.
4. Well operations.
5. Principles of effective supervision and safety practices.
6. The organization, policies, and objectives of the division and its operating units.
7. Advanced engineering technologies and trends in hydrocarbon or geothermal resources management problems in California.
8. Principles of research, design, and analytical techniques used in hydrocarbon and geothermal resources studies.
9. Principles of electronic data processing.
10. Principles of program planning and evaluation.
11. Social and economic aspects of hydrocarbon or geothermal resources development.
12. Principles of environmental planning and impact assessment.
13. Principles, practices and trends in public policy development and evaluation.
14. Formal and informal aspects of the legislative and administrative regulation processes.
15. Federal, State, local government, and private agencies involved in hydrocarbon or geothermal resource development and regulation.
16. Recent research projects and literature on hydrocarbon or geothermal resources.
17. Principles of effective communication.

Ability to:

1. Reason logically and creatively in solving complicated hydrocarbon or geothermal resources problems.
2. Interpret and analyze scientific and engineering data.
3. Perceive impacts of findings and present ideas and information effectively.
4. Develop and utilize a variety of analytical and technological research techniques to resolve complex resource management and conservation problems.
5. Develop and evaluate alternatives and make recommendations.
6. Consult with and advise management, staff, and high-level government and industry personnel on hydrocarbon or geothermal issues, problems, and needs.
7. Gain and maintain the confidence and cooperation of others.
8. Represent the division before the Legislature and professional groups, at hearings, and at meetings with government and private agencies.
9. Analyze situations accurately and take effective action.
10. Act as a team or conference leader.
11. Utilize interdisciplinary teams in the conduct of studies and projects.
12. Establish and maintain project priorities.

Veterans' Preference will be granted for this examination. Effective January 1, 2014, in accordance with Government Codes 18973.1 and 18973.5, whenever any veteran, widow or widower of a veteran, or spouse of a 100 percent-disabled veteran achieves a passing score on an open examination, he or she shall be ranked in the top rank of the resulting eligibility list. This section shall not apply to any veteran who has been dishonorably discharged or released.

If you have any questions concerning this announcement, please contact:

The California Department of Human Resources Selection Division

1515 S Street, North Building, Suite 400

Sacramento, CA 95811-7258

1-866-844-8671

California Relay Service: (7-1-1)

Telecommunications Device for the Deaf (TTY) (916) 654-6336

TTY is a telecommunications device that is reachable only from phones equipped with a TTY device.

**Applications are available** at [www.jobs.ca.gov](http://www.jobs.ca.gov) and local offices of the Employment Development Department.

**If you meet the requirements** stated on this examination bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described on this bulletin will be rated against a predetermined job-related rating, and all candidates who pass will be ranked according to their scores.

**The California Department of Human Resources (CalHR)** reserves the right to revise the examination plan to better meet the needs of the service, should the circumstances under which this examination

was planned change. Such revision will be in accordance with civil service laws and rules, and all competitors will be notified.

**Candidates needing special testing arrangements** due to a disability must mark the appropriate box on the application and contact the testing department.

**Hiring Interview Scope:** In a hiring interview, in addition to the scope described in this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight may be given to the breadth and recency of pertinent experience, and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development. For more information, you may refer to the [classification specification](#).

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, the ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history, and fingerprinting may be required.

**Eligible Lists:** Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, and 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on the bulletin.

**Veterans' Preference:** Effective January 1, 2014, in accordance with Government Codes 18973.1 and 18973.5, Veterans' Preference will be awarded as follows: 1) Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for Veterans' Preference. 2) An entrance examination is defined, under the law, as any open competitive examination. And 3) Veterans' Preference is not granted once a person achieves permanent civil service status.

Veteran status is verified by the California Department of Human Resources (CalHR). Directions to apply for Veterans' Preference are on the Veterans' Preference Application (Std. Form 1093), which is available at <http://jobs.ca.gov/Job/VeteransInformation>, and the Department of Veterans Affairs.

**Bulletin Revision Date: 5/29/15**

## **SUGGESTED RESOURCES TO HAVE AVAILABLE WHEN BEGINNING THE TRAINING AND EXPERIENCE EVALUATION**

**Employment History:** Job Titles, organization name and addresses, name of supervisors or persons who can verify your job responsibilities, and phone numbers of persons listed above.

**Education:** School name and address, degree(s) earned, date(s) attended, courses taken (Verifiable on a Transcript), person or office who can verify education, and phone numbers of persons listed above.

**Training:** Class titles, certifications received, name of a person who can verify your training and their contact information.

#### **WHERE TO APPLY:**

Once all of the information indicated above has been gathered, click the link below to be directed to the Training and Experience Evaluation. Upon completion of the Training and Experience Evaluation, the examination will be instantly scored.

[Click here to go to the Training and Experience Evaluation.](#)